



## BURY INTEGRATED HEALTH & SOCIAL CARE PARTNERSHIP BOARD

21<sup>st</sup> April 2016  
9am – 11am  
Room A, Bury Town Hall

<b>Present:</b>	Pat Jones-Greenhalgh – Chair (PJG), Lesley Jones (LJo), Fiona Moore (FM), Howard Hughes (HH), Keith Walker (KWa), Karen Whitehead (KWh), John Wilkes (JW), Claire Wilson (CW)
<b>In attendance:</b>	Brett Nelson (BN)
<b>Minutes:</b>	Gill Cohen (GC)
<b>Apologies:</b>	Julie Gonda, Jayne Hammond, Linda Jackson, Margaret O’Dwyer, Mike Owen, Vicky Ridings.

Item	Agenda Item	Discussion	Action Agreed By Whom	By When
1	<b>Welcome &amp; Apologies</b>	The Chair welcomed everyone to the meeting and apologies, as above were noted.		
2	<b>Minutes and Matters Arising from previous meeting</b>	The minutes of the meeting held on the 17 <sup>th</sup> March 2016 were approved as an accurate record.		

	<p><b>17.0316</b></p>	<p>Matters Arising:            4.1. PJG advised that there is a joint meeting with the CCG and Local Authority looking at LCO's and One Commissioning entity. PJG to update at the next meeting.  <b>ACTION 1: Agenda item for 19<sup>th</sup> May 2016 meeting.</b></p> <p>4.2. FM advised that she had not anything in writing re Healthier Radcliffe. She is waiting for formal instructions around what is happening next and asked the group for a formal email so she has something tangible in writing.  <b>ACTION 2: CW to liaise with David Latham and will send formal correspondence to FM.</b></p> <p>5.1. There will be an overall GM review of the Locality Plans and the findings will be at the next meeting.  <b>ACTION 3: Agenda item for 19<sup>th</sup> May 2016 meeting.</b></p> <p>5.3. PJG is meeting with Heather Crozier regarding the 3 priorities from the Health &amp; Wellbeing Strategy and will feed back any actions for the Partnership Board at the next meeting.  <b>ACTION 4: Agenda item for 19<sup>th</sup> May 2016 meeting.</b></p>	<p>PJG</p> <p>CW</p> <p>JG</p> <p>PJG</p>	<p>19.05.16</p> <p>19.05.16</p> <p>19.05.16</p> <p>19.05.16</p>
<p>3</p>	<p><b>Action Log</b></p>	<p>Actions from the 17<sup>th</sup> March meeting are all complete.</p>		
<p>4</p>	<p><b>ITEMS FOR DECISION</b></p>			
<p>4.1</p>	<p><b>Locality Plan Update:</b></p> <ul style="list-style-type: none"> <li><b>Self Assessment</b></li> </ul>	<p>The GM Devolution Team have undertaken an assessment process to understand the current state of the implementations plans in localities, across GM. The Locality Plans are a critical element of the strategic delivery of the</p>		

	<ul style="list-style-type: none"> <li>• <b>Implementation Plan</b></li> </ul>	<p>‘taking charge’ strategy and so Locality Plans must be robust, deliverable and innovative enough to deliver the transformation that will close the financial gap while improving outcomes.</p> <p>As part of the process, Localities were invited to submit a self –assessment by Wednesday 6<sup>th</sup> April. The outcome of the assessment process will be a dashboard. The proposed process for the GM team assessment was:</p> <ol style="list-style-type: none"> <li>1. A team of two will conduct the review by the 5<sup>th</sup> April.</li> <li>2. A GM panel will consider each team assessment and agreed the locality dashboard.</li> <li>3. A team and a representative from the GM panel will discuss the GM assessment against the locality self-assessment with a locality lead, prior to any dashboard being presented.</li> </ol> <p>The Locality Plan Implementation Programme (LPIP) is approximately 60% complete, with 18 schemes yet to submit any information. Some of the schemes are also early on in the project lifecycle and will need further development and update when this information is available.</p> <p>A discussion took place around ‘parking’ some of the 42 schemes, or alternatively cluster some of them together. Priorities need to be considered; what are they? There is a workshop on the 18<sup>th</sup> May to look at the priorities, leads and capacity.</p> <p><b>ACTION 5: Feedback from the Locality Plan workshop (18/5/16)</b></p> <p>Of the 18 missing schemes, 9 of them are CCG led. CW advised that Sarah Bullock was leading on the majority of the schemes, however Sarah is leaving and alternative avenues need to be looked at to manage the process in a timely manner.</p>	<p><b>JG</b></p>	<p><b>19.05.16</b></p>
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4.2	<b>BCF Draft Plan - Signoff</b>	<p>BN advised that the BCF should be approved with no conditions; nothing major has changed between draft 2 and draft 3. The deadline has been extended by a week, now the 3<sup>rd</sup> May 2016.</p> <p>HH suggested that monthly reports should come back to this Board around the financial spend.</p> <p><b>ACTION 9: CW will discuss with JG. BN will liaise with David Goldstone and Helen Smith around the dashboard for all the metrics. The CCG will bring a joint report on a monthly basis.</b></p> <p>CW reminded the Board of the Section 75 legal agreement set up to share the risk between the two organisation. On reflection, the Section 75 is not as clear as it needs to be around the risk share agreement and therefore it would be helpful to retrospectively produce a Section 75, stating we will share gains and losses 50/50.</p> <p><b>ACTION 10: The Board agreed for the Section 75 Risk Share Agreement to come back to this Board for signoff.</b></p>	<p><b>CW &amp; BN</b></p> <p><b>19.05.16</b></p>

		<p>Further discussions took place around DTOC; it was agreed that we need reports on what is happening and to challenge papers at this group. Look at aspirations and delivery; what schemes have had the most impact on DTOC. Consider the 12 schemes and look at the action plan for the metrics and schemes.</p> <p><b>ACTION 11: BN to speak to PJG, JG and LJo to discuss previous work that seems to have slipped.</b></p> <p>The Board agreed it would be helpful to have the System Resilience Group (SRG) meeting notes at these meetings.</p> <p><b>ACTION 12: KW will bring SRG notes for information.</b></p>	<p><b>BN</b></p> <p><b>KWa</b></p>	<p><b>ASAP</b></p> <p><b>19.05.16</b></p>
<p><b>4.3</b></p>	<p><b>BCF Plan for 16/17 Pharmacist in General Practice</b></p>	<p>HH shared a paper from the Clinical Cabinet meeting on the 3<sup>rd</sup> February 2016, together with the subsequent meeting notes regarding Pharmacists in General Practice.</p> <p>The CCG Clinical Cabinet has approved the scheme and it is proposed that the required part-funding (the internal funding for year one) comes from the Better Care Fund. The part-funding for years 2 &amp; 3 may also be appropriately delivered from the BCF but that would depend upon the pharmacists' workload.</p> <p>The funding will be used to recruit and employ 11 Clinical Pharmacists to support all practices across Bury, with the aim to:</p> <ul style="list-style-type: none"> <li>• Improve patient safety</li> <li>• Ensure appropriate and efficient use of the prescribing budget, reducing spend where possible and managing overall spend as a minimum</li> <li>• Reducing NEL activity where medicines optimisation can prevent it, i.e. respiratory admissions</li> <li>• Freeing up GP time for other primary care activities.</li> </ul>		

		The Board formally agreed to support the proposal.		
4.4	<b>Staying well Recommendations Update</b>	This will be discussed at the next meeting.		
5	<b>ITEMS FOR DISCUSSION</b>			
5.1	<b>Neighbourhood Working</b>  <b>Draft Memorandum of Agreement</b>	<p>The draft Memorandum of Agreement was shared with the Board members for information and comments. We are now in a position to formalise the position taken.</p> <p>All Providers have worked on the Memorandum of Understanding and have endorsed the principals of it. A discussion was held around the lack of Pennine Acute involvement; although they are not a provider of out of hospital provision in Bury, they are in other areas and they need to be sited in this MOU going forward..</p> <p><b>ACTION 13: Provider group to get the engagement process going with Pennine Acute.</b></p> <p>No representation from Pennine Acute was at the meeting, however this will be addressed going forward.</p> <p>A discussion took place around the involvement of the Acute Trust and a suggestion was made to liaise with the new leadership going forward. The CCG agreed to bring this up at their Executive meetings.</p> <p>LJo added to bear in mind the voluntary sector too; need to involve them in early conversations.</p>	<b>Providers</b>	<b>ASAP</b>

	Provider Alliance	<p>PJG suggested to keep the landscape small; focus on what needs to be done when other agencies need to be involved.</p> <p><b>ACTION 14: KWa/FM to come back with some tangible suggestions on some 'quick wins' and what difference they will make. Keep as an agenda item for the next meeting.</b></p>	KW	19.05.16
6	<b>ITEMS FOR INFORMATION ONLY</b>			
6.1	SRO Meeting Notes	No notes for this meeting.		
6.2	AOB	<p><b>ACTION 15: PJG to send around the Draft GM Joint Commissioning Strategy. This will be discussed at the next meeting.</b></p> <p>The Board agreed with FM that papers for this meeting need to be distributed earlier.</p> <p><b>ACTION 16: It was agreed by all Board members to have the papers available <u>4 working days prior to the meeting.</u></b></p> <p>LJo advised about a 2 year project around collaborative commissioning between the CCG and the Local Authority. Looking at 0-19 year olds, however may consider an all age service in the future. LJo will bring back any relevant information at an appropriate time.</p> <p><b>Action 17: To update the P Board on the new service, prior to the business case &amp; governance structure going to JCG &amp; P Board for signoff.</b></p>	<p>PJG</p> <p>ALL</p> <p>LJo</p>	<p>19.05.16</p> <p>19.05.16</p>
6.3	Date & Time of Next	19 <sup>th</sup> May 2016 9am – 11am	Room 0.1, Ground Floor, Knowsley Place	

	Meeting			
6.4	<b>Agenda Items for Next Meeting</b> <b>19.05.16</b>	<ul style="list-style-type: none"> <li>➤ Governance Structure around Neighbourhood Working (LJa)</li> <li>➤ Section 75 – Risk Share Agreement Signoff (CW)</li> <li>➤ One Commissioning Body Draft Document, Feedback from GM Working Group (PJG)</li> <li>➤ Neighbourhood Working – Draft Memorandum of Agreement (LJa)</li> <li>➤ Better Care Fund Internal Audit Report (CW)</li> <li>➤ Better Care Fund Monthly Report – Financial Spend (CW/JG)</li> <li>➤ BCF Action plan by metrics/scheme and Dashboard (JG/BN)</li> <li>➤ Staying well Recommendations Update (LJa/LJo)</li> <li>➤ Urgent Care &amp; Delays Discharge</li> <li>➤ Feedback from Locality Plan Workshop, 18<sup>th</sup> May (JG)</li> <li>➤ GM review of the Locality Plans findings (JG)</li> <li>➤ GM Joint Commissioning Strategy – Draft (PJG)</li> <li>➤ Feedback Partnership Board Priorities 2, 3 &amp; 4 within the H&amp;WB Strategy (PJG)</li> <li>➤ Feedback from GM meetings (PJG)</li> <li>➤ SRO meeting notes (JG)</li> <li>➤ System Resilience Group (SRG) meeting notes (KW)</li> </ul>		